

Project Modification Form

This form is to be used to notify the Indiana Arts Commission about any changes to your funded project. All organizations receiving IAC grants are required under the terms of the Grant Agreement to complete this form at the time of grant notification, and also whenever they are aware of any significant changes to the approved budget or scope of the project. This includes changes to who, what, where, when, why or how. The IAC will review the project changes and determine if the modified project still warrants state funding. Grantees will be held accountable for delivering the type and level of services approved in this report, not the original application. The board chair, president, or executive director must sign this form.

Organizations submitting this form at the time of grant notification, who do not have any project or budget changes, may write "NO CHANGES" in the Revised Project Activities area below, sign the form on Page 2, and leave the remaining information blank.

(If you are completing this form using Microsoft Word, data can only be entered in the shaded gray boxes. Hit the Tab key to move from section to section. After you complete this form, print out an original to be signed and mailed to the IAC.)

GRANT NUMBER:

INDIVIDUAL NAME:

TELEPHONE:

E-MAIL:

Revised Project Activities

In the space below, describe the anticipated changes to the project in terms of project goals, methods, key personnel, facilities, dates, and other important elements.

Project Modification Form

Revised Budget

REVISED ESTIMATED EXPENSES	Column A CASH	Column B IN-KIND	Column C TOTAL
1. Personnel-Administrative			
2. Personnel-Artistic			
3. Personnel-Technical/Production			
4. Outside Artistic Fees and Services			
5. Outside Other Fees and Services			
6. Space Rental			
7. Travel/Transportation			
8. Marketing/Publicity/Promotion			
9. Remaining Operating Expenses			
10. Capital Expenditures-Acquisitions			
11. Capital Expenditures-Other			
TOTALS:			

REVISED ESTIMATED INCOME	
1. Admissions	
2. Contracted Services Revenue	
3. Other Revenue	
4. Corporate Support	
5. Foundation Support	
6. Other Private Support	
7. Government Support -Federal	
8. Government Support -Regional/State	
9. Government Support -Local	
10. Other Artist Cash	
Sub-Total (Non-IAC Cash Income)	
11. INDIANA ARTS COMMISSION GRANT	
Sub-Total (Cash Income)	
12. Total In-kind Donations	
TOTAL:	

ASSURANCES: *The undersigned certifies (1) that s/he is a principal officer of the Grantee with the authority to obligate it, and (2) the information provided in this report is true and correct, and (3) s/he has read the guidelines of the Indiana Arts Commission, incorporated herein by reference, and the Grantee will comply with all guidelines, including federal and state statutes prohibiting discrimination against any person on the basis of race, color, religion, national origin, gender, age, or physical or mental disability.*

Signature of Authorizing Official

Title

Date